



CITY OF BRANSON
PLANNING & DEVELOPMENT
110 W MADDUX ST, SUITE 215
PHONE: (417) 337-8535
FAX: (417) 334-2391

FOR OFFICE USE ONLY: Project No. _____

FEE & CODE: **\$0.00** ORDA

DATE & INITIALS: _____

PUBLIC NOTICE DATE: _____

PUBLIC HEARING DATE: _____ @ 7:30 PM

MUNICIPAL CODE AMENDMENT APPLICATION

Applicant Name (Please Print): _____

Applicant Address: _____

Phone Number: _____ Fax Number: _____ Email: _____

Applicant requests amendment to Section _____ of the Branson Municipal Code pertaining to: _____

REQUIRED INFORMATION TO BE INCLUDED BEFORE APPLICATION WILL BE ACCEPTED

X Please attach a copy of the proposed changes using the following technique:

LANGUAGE WHICH IS **LANGUAGE WHICH IS BOLD AND UNDERLINED** HAS BEEN ADDED; LANGUAGE THAT IS
~~[BRACKETED AND STRICKEN]~~ HAS BEEN DELETED.

AGENT INFORMATION

Agent's Name (Please Print): _____

Agent's Address: _____

Phone Number: _____ Fax Number: _____ Email: _____

Agent's Signature: _____

ACKNOWLEDGMENT OF PROPERTY OWNER

STATE OF _____)
) SS.
COUNTY OF _____)

On this ____ day of _____, 20____, before me personally appeared _____, to me known to be the person described in and who executed the foregoing application, and acknowledged that he/she executed the same as his/her free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in _____, _____ the day and year first above written.

/s/ _____
Notary Public

My term expires _____



Planning & Zoning Commission / **Board of Adjustment Application Notes**

The applicant and/or representative MUST attend the meeting or the request will be postponed to the next regularly scheduled meeting.

- * A meeting schedule, which includes application submittal deadline dates, is posted on the Planning & Development Department homepage at www.bransonmo.gov or available upon request. No applications will be accepted if incomplete or submitted after deadline date.
- * The “applicant” is the person or persons making the request of the Commission.
- * The “owner” is the owner of the subject property.
- * The “agent” is anyone representing the applicant and/or owner.
- * The owner’s signature must be an original signature, not a photocopy or fax.
- * The legal description must be either a lot, block and subdivision description or a complete metes and bounds description.
- * Copies of any covenants or deed restrictions pertaining to the subject property must be provided to the Planning Division.
- * For proof of ownership, attach a copy of the owner’s WARRANTY DEED or DEED OF TRUST. QUIT CLAIM DEEDS are not acceptable.
- * Site plans as requested must be accurate and to scale. Applicant must include an 11 X 17 copy.
- * All building and structures must meet city adopted building codes and regulations. Please contact the Building Division, (417) 337-8547, for specifics.
- * Copies of the staff report and proposed resolution concerning your request will be available for pick up in the Planning Division office three (3) working days prior to the meeting.

The Planning Division, (417) 337-8544, will be glad to answer any questions you may have or put you in touch with other necessary City departments.